

SPARROW SCHOOLS FOUNDATION
ANNUAL REPORT
FOR THE YEAR ENDED 31 DECEMBER 2023

Charity No: 1082286

SPARROW SCHOOLS FOUNDATION
ANNUAL REPORT
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TRUSTEES AND ADVISERS

TRUSTEES

Chris Chandler (President)
Lisa Burnapp (Chairman)
Philip Brooke
Heather Holden-Brown
George Marsh
James Moseley
Julie Richards
Maria Valentine
Amanda Brauer
Henry Chaw
Harry Hughes-Davies

SECRETARY

Philip Brooke

TREASURER

James Moseley

CHARITY NUMBER

1082286

PRINCIPAL OFFICE

42 Alleyn Park
London
SE21 7AA

INDEPENDENT EXAMINER

Frederick Morton ACA
20 Main Road
Etton
Peterborough
PE6 7DA

BANKERS

HSBC plc
CAF Bank

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TRUSTEES REPORT

The Trustees present their annual report and the accounts for the year ended 31st December 2023.

Structure, governance and management

The Foundation was established by a Trust Deed dated 29 August 2000. It received charitable status on 5th September 2000 and is registered in England. The Trustees who served during the year were:

Christopher Chandler (President)

Philip Brooke

Lisa Burnapp (Chairman)

Heather Holden-Brown

George Marsh

James Moseley

Julie Richards

Maria Valentine

Amanda Brauer

Henry Chaw

Harry Hughes-Davies

The Treasurer is James Moseley and the Secretary is Philip Brooke. Once a year, in January, a special meeting is held for the reappointment of Trustees and Chairman, which is decided by majority vote. Other Trustees may be appointed as required during the course of the year.

The Trustees have examined the major risks which the Foundation faces and confirm that systems have been established so that the necessary steps can be taken to lessen any such risks.

Public Benefit

The Trustees confirm that they have referred to the guidance contained in the Charity Commission's general guidance on Public Benefit when reviewing the charity's aim and objectives and in planning future activities. In particular, the Governors consider how planned activities will contribute to the aims and objectives they have set.

Objectives and activities

The Objectives of the Foundation are to advance the education of young people in England and South Africa, in particular but not exclusively by:

- (a) Supporting the charitable work of the Sparrow Educational Trust, a non-profit organisation established in South Africa, and of any organisation in South Africa with the same or similar aims as the charity; and

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TRUSTEES REPORT (continued)

- (b) Promoting and assisting in the organisation of exchanges between the staff and pupils of schools run by the Sparrow Educational Trust (or by organisations in South Africa with the same or similar aims as the charity) and the staff and pupils of English schools and vice versa.

Financial review

In the year ended 31 December 2023 the Foundation's gross income was £116,452 (2022: £99,856). The increase is due to a pick up in fundraising activity in 2023 compared to 2022 as we emerged from the Covid 19 pandemic.

As in previous years, this income was generated mainly by a combination of:

- Two annual fundraising events held by the Trustees, notably a Golf Day in May and a Christmas Carol Concert in December.
- A scheme of regular monthly giving by friends of Sparrow. This scheme is designed to support an entire class rather than individual Sparrow pupils. A planned review of this scheme in 2022 to better meet the needs of learners in South Africa post the COVID-19 pandemic, resulted in the development of a stratified bursary scheme, which will be introduced and embedded during 2023.
- Donations from a growing circle of supporters including individuals, schools, corporate bodies and grant-making trusts.

The Trustees again wish to record their grateful and sincere appreciation of all those individuals and bodies who have donated so generously throughout the year. The total amount of restricted funds received in the year was £6,769 compared with £6,703 in the previous year.

Overall, the cost of fundraising activities was £34,407 (2022: £31,375) during the year. In 2023 the Trustees made payments totalling £70,000 to Sparrow Schools (2022: £55,000).

After the £70,000 payments to Sparrow Schools in 2023 the net movement in funds for the year ended 31st December 2023 was a net surplus of £12,045 compared to a surplus of £13,481 in 2022.

Reserve policy

The Trustees consider it prudent to ensure that in the event of a significant, unforeseen drop in income, they should have sufficient funds available to enable them to continue for one year with their direct fundraising activity along present lines, allowing them the opportunity to consider ways of restoring income levels. On this basis it is the policy of the charity that general funds should be retained at £30,000, a level approximately equivalent to the costs on one year's direct fundraising activity. At 31 December 2023 total unrestricted reserves amounted to £76,230 (2022: £64,251).

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TRUSTEES REPORT (continued)

Activities

In the past year, the Foundation has continued to meet its primary aims and objectives: to provide sustainable financial support to enhance the quality of teaching at Sparrow Schools SA, encourage staff retention through training and development and fund facilities that provide a creative learning environment for students. During 2023, Jackie Gallagher, Founder of Sparrow Schools SA, attended both our major fundraising events, the annual 'Golf Day' and 'Celebration of Christmas', and visited supporting schools in the UK. This enabled Jackie to meet with 'Sparrow' supporters and UK Trustees, ensuring that our financial support is tailored directly to the needs of the schools, children and young people to maximise the benefit of the education they receive in SA.

As always, we are grateful to our loyal network of supporters, who remain dedicated to 'Sparrow' and continue to give substantial donations throughout the year - at our major fundraising events, through collective fundraising efforts in schools or from individual endeavour. This has enabled the charity to maintain a strong financial position despite on-going economic challenge and uncertainty.

The Board of Trustees has increased in diversity and skill-mix in recent years, consolidating into a consistent and productive Board with quarterly on-line business meetings and at least one face-to-face meeting annually, typically linked to a visit from our SA colleagues. On-line Trustee meetings have supported the expansion and diversity of the Board, improved attendance and facilitated decision-making and innovation. Each Trustee leads or co-leads on an area of responsibility within our agreed portfolio. Past Trustees and sub-committee members also contribute to our fund-raising events and programme of work and we are grateful for their continued support.

In 2023, we resumed an annual Trustee visit to Sparrow Schools SA, which was undertaken in November by Amanda Brauer who has been instrumental in revitalising schools engagement with Sparrow UK. Amanda's report will be presented to Trustees in January 2024 and will inform how we maximise direct support to SA through our Education and Bursary Schemes and will shape the focus for our UK fund-raising efforts over the next year.

A key priority in 2023 was to explore ways in which we could expand our donor base and introduce different audiences to 'Sparrow' whilst retaining the personal touch that has always been important to our existing friends and supporters. We are indebted to Trustee, Henry Chaw, who went above and beyond to oversee the redesign of our website and a new digital platform with the capability to enable direct donations, event registration and payment. The launch was timed to support the 'Celebration of Christmas'. It streamlined the administration and manual registration processes previously associated with the event and facilitated on-line 'gift aided' donations in addition to the traditional on the night cash 'bucket' donations.

The new platform will open up opportunities for people to connect with 'Sparrow' and, in turn, for the charity to keep supporters up to date with events and activities through scheduled email notifications. We look forward to utilising this new capability in the coming year to support our activities. As always, in preparing this report, I am particularly grateful to Philip Brooke, Secretary to the Board, and to James Moseley, Treasurer, for his meticulous preparation of the accounts.

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TRUSTEES REPORT (continued)

Trustees' responsibilities

Charity law requires the Trustees to prepare accounts for each financial year that give a true and fair view of the state of affairs of the Charity, and of its financial activities for that period. In preparing these financial statements, the Trustees are required to:

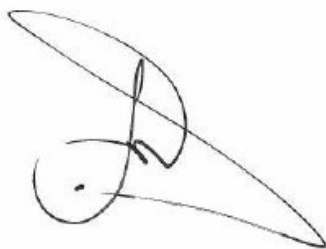
- a) select suitable accounting policies and then apply them consistently;
- b) make judgements and estimates that are reasonable and prudent;
- c) state whether the policies adopted are in accordance with the Charities SORP 2005, the Regulations made under Section 151-155 of the Charities Act and with applicable Accounting Standards, subject to any material departures disclosed and explained in the financial statements;
- d) prepare the financial statements on a going concern basis unless it is inappropriate to assume that the Charity will continue to operate.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the Charity, and to enable them to ensure that the accounts comply with the Charities Act 2011. The Trustees are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud or other irregularities.

This report was approved by the Trustees on 29 July 2024 and signed on behalf of the Trustees by:



Lisa Burnapp
Trustee



James Moseley
Trustee

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INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF SPARROW SCHOOLS FOUNDATION

I report to the Trustees on my examination of the accounts of the Sparrow Schools Foundation (the Trust) for the year ended 31 December 2023 as set out on pages 7 to 11.

Responsibilities and basis of report

As the Charity Trustees you are responsible for the preparation of accounts in accordance with the requirements of the Charities Act 2011("the Act").

I report in respect of my examination of the Trustees accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent Examiner's Statements

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Name: Frederick Stephen Morton

Relevant professional qualification: ICAEW Membership No. 7506727

Address: 20 Main Road, Etton, Peterborough, PE6 7DA

Date: 14/09/24

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INCOME & EXPENDITURE

	Note	Unrestricted Funds £	Restricted Funds £	Total 2023 £	Total 2022 £
INCOMING RESOURCES					
Incoming resources from generated funds					
Voluntary income	2 (a)	41,778	6,769	48,547	39,178
Activities for generating funds	2 (b)	66,777	-	66,777	60,491
Investment income - bank interest received		1,128	-	1,128	187
TOTAL INCOMING RESOURCES		109,683	6,769	116,452	99,856
RESOURCES EXPENDED					
Costs of generating funds					
Cost of fundraising activities	3 (a)	34,407	-	34,407	31,375
Charitable activities	3 (b)	63,297	6,703	70,000	55,000
NET MOVEMENT IN FUNDS		11,979	66	12,045	13,481
Funds brought forward at 1 January 2022		64,251	6,703	70,954	57,473
Funds carried forward at 31 December 2023		76,230	6,769	82,999	70,954

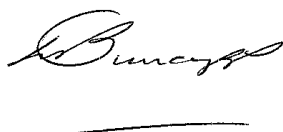
The notes on pages 9 to 11 form part of these accounts.

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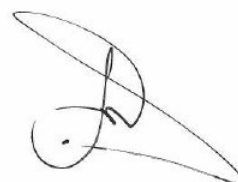
BALANCE SHEET

	Note	2023 £	2022 £
CURRENT ASSETS			
Income tax recoverable on donations		37	6,030
Other debtors		0	1,150
Cash at bank and in hand		90,353	63,774
		90,390	70,954
CREDITORS:			
Amounts falling due within one year			
Creditors		7,391	0
NET ASSETS		82,999	70,954
FUNDS			
Unrestricted funds		76,230	64,251
Restricted funds	4	6,769	6,703
TOTAL FUNDS		82,999	70,954

Approved by the Trustees 29 July 2024 and signed on their behalf by



L Burnapp
Trustee



J Moseley
Trustee

The notes on pages 9 to 11 form part of these accounts.

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NOTES TO THE ACCOUNTS

1. ACCOUNTING POLICIES

a) Basis of preparation of accounts

The accounts are prepared under the historical cost convention and in accordance with the Statement of Recommended Practice (SORP 2005), Accounting and Reporting by Charities and applicable Accounting Standards and the Charities Act 2011.

b) Incoming resources

1. Voluntary income is received by way of sponsorship and is included in full in the Statement of Financial Activities in the year in which they are receivable.
2. Income resulting from the charitable activities is recognised in full in the Statement of Financial Activities in the year in which it is receivable.
3. Investment income is recognised on a receivable basis.

c) Resources expended

Expenditure is recognised when a liability is incurred.

1. Costs of generating funds are those costs incurred in attracting voluntary income.
 2. Costs of fundraising activities are those costs incurred in organising fundraising.
- Charitable activities include donations to the Sparrow Educational Trust.

d) Taxation

The Charity is a registered charity and not subject to taxation.

e) Funds

Unrestricted funds are sponsorship and other incoming resources receivable or generated for the objects of the charity without further specified purpose and are available as general funds.

Restricted funds are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund.

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2. ANALYSIS OF INCOMING RESOURCES

2(a) Voluntary income

Restricted fund income

	2023	2022
	£	£
Bursary Scheme	6,769	6,703

Unrestricted Fund income

General donations	41,778	32,475
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2(b) Activities for generating funds

	2023	2022
	£	£
Carol Concert	53,264	47,183
Golf Day	13,513	13,308
British Designer Sale	-	-
	66,777	60,491

3. ANALYSIS OF TOTAL RESOURCES EXPENDED

3 (a) COST OF FUNDRAISING ACTIVITIES

	2023	2022
	£	£
Carol Concert	25,845	25,135
Golf Day	4,731	4,406
Insurance	601	601
Miscellaneous	2,807	621
Just Giving Charges	216	446
Bank Charges	207	166
	34,407	31,375

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In the year ended 31 December 2023 no Trustee was reimbursed for travelling, accommodation and entertainment expenses (2022: £nil). The Trustees did agree on a £500 contribution to one Trustee to visit The Sparrow Combined Schools in South Africa on trustee business. The charity has no employees, it relies solely on the efforts of unpaid volunteers. No employee of the charity received any emoluments. (2022 - £nil).

3(b) CHARITABLE ACTIVITIES

During 2023 £70,000 in total was paid out to Sparrow Schools in South Africa (2022: £55,000).

4. RESTRICTED FUNDS

	1 Jan 2023	Incoming Resources	Resources Expended	31 Dec 2023
	£	£	£	£
Bursary Scheme	6,703	6,769	6,703	6,769